

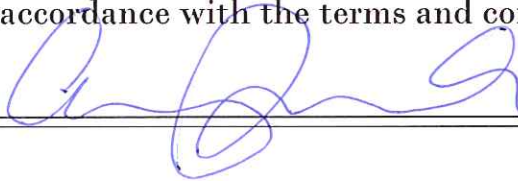


Denali Commission
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Denali Training Fund Quarterly Progress Report

Funds for this project are provided by the USDOL and the Denali Commission and managed, in partnership, by the Alaska Department of Labor and Workforce Development.

Name of Organization: First Alaskans Institute
Name of Project: First Alaskans Leadership Institute 2010 Grant #1252-A
Reporting Period: 7/1/2010-9/30/2010
Contact Person: Amber Jenkins
Contact Number: 677-1700 Email Address: amberjenkins@firstalaskans.org
Expenditures to date: \$ 113,691.93 - (\$109,557.93 requested this quarter)
Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.
Signed by:  Dated 11-9-10

1. In a few sentences, please describe the scope of your project:

First Alaskans Institute's project provides Alaska Native or rural Alaskan junior, senior, or graduate college students with a 10-week summer internship opportunity within a partner employer in the students' field of study and interest. A central component of the internship is the leadership training seminars which the interns participate in during the internship. Additionally, the Institute tracks the long-term career/work placements for all interns.

2. Project Activities for this Reporting Period:

Describe the grant activities that happened during this report period. Include planning, advertisement and/or training performance that occurred this quarter? List any accomplishments achieved. (Attach advertisements if applicable)

This quarterly report covers the remaining 7 weeks of the internship and completion of the 2010 summer intern project to meet the project objectives of assisting Alaska Natives and other rural residents in acquiring the skills and training necessary to participate fully in private sector business and economic development opportunities through fellowships, scholarships, internships, public service programs and other leadership development activities.

This report includes: leadership Friday agendas, August 9-13 leadership training schedule, site visits/intern communications, graduation, evaluations, and continuous improvement processes and planning for next year's summer program.

Leadership Fridays Schedule and Implementation

In addition to the management level placements at the partner organizations, a critical component of the internship project is leadership training conducted by First Alaskans staff and expert presenters. These "Leadership Friday" sessions were conducted the first and last full weeks, and every other Friday afternoon during the course of the 10-week program.

We had 8 interns located outside of Anchorage who participated via teleconference and web-casting which allowed for more interactive participation through visual contact.

Site Visits/Intern Communications

Leadership Development staff visited all of the intern work-sites located in the Anchorage area at least once during the 10 week period for mid-session monitoring and to take photos.

Evaluation and Continuous Improvement

To assess the effectiveness of the project, evaluations were collected and an overall debriefing session was held with the interns to receive input on how to improve future programs.

Interns evaluated each speaker individually, which helps us in identifying speakers that are most effective in delivery of the content areas. In addition to content and usefulness of the information, interns were asked to evaluate First Alaskans' staff and our communications with them and preparations for the sessions with the intent of making improvements for future programs.

Evaluations were also completed by the employers and revealed a high level of satisfaction. When asked if an employment opportunity arose, would they hire the intern as a regular employee, every single one stated they would.

Ongoing and regular contact between the leadership development assistant, mentor, and intern was maintained throughout the 10-week internship via telephone, email and in-person meetings. There was a 100% completion (23 out of 23 interns) of the participants through the end of the program.

3. Scheduled Project Activities/Important Dates for next quarter:

Describe your planned activities and training for next few months. Please include important dates like graduation, site visits, travel, job fairs, etc.

The next quarter's we will be hosting an intern lunch for previous years to meet and greet; Recruitment of employers, interns, and corporate sponsors, and; Plan for the 2011 summer intern program. No funds will be required for next quarter.

4. a. How many are in your training program during this reporting period?

23

b. How many people have been trained and/or certified to date from this grant?

23

(Please complete form below.)

5. Please complete the list by putting the community to which each individual trained is from, the type of training and certification, the graduation date and who will employ them upon completion of training.

Community where trainee lives	Type of Training/ Service	Type of Certification to be earned/earned	Dates of training	Graduation Date	Employment commitment after training is complete
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Please copy and use another sheet if you need more spaces.

**Please see attached list of interns.

6. Please identify any problems or changes in your training project that will affect the budget, scope or timeline of the project. Is your training on schedule? What are the reasons for any difficulties or delays? Are you over budget/under budget? Have you had to change the initial scope?

Please provide an explanation to this change and your resolution to the variance.

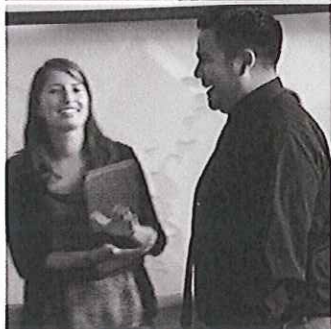
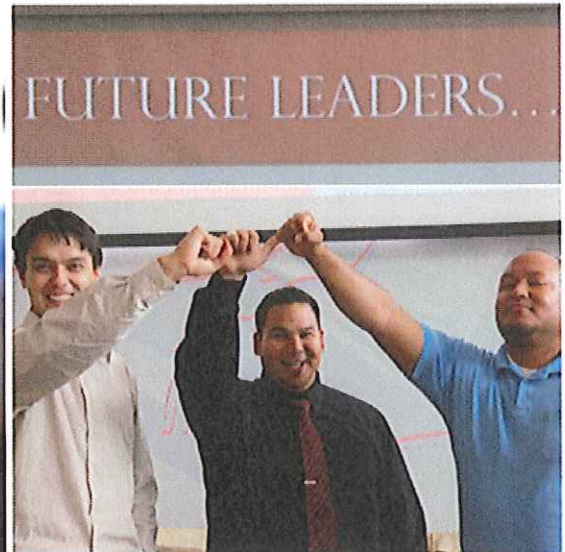
No problems. The project as a whole was on schedule. We did receive more outside funding than expected so the draw down from this project authorization is less than expected. We will be rolling over some of the funds for next year. I backed out some of the supplies, travel and previously reported costs from second quarter and applied only the intern wages and \$3,629.15 toward the leadership development assistant wages. All other costs were met by the matching funds.

7. How are you or will you be evaluating the individuals being trained to ensure competency, skill level and understanding? (Testing, assessment, etc)

Individual employers require competencies for their employees. Interns are pre-screened and interviewed prior to participating in the internship program. Interns are also evaluated both midway and at the completion of the 10-weeks, as well as yearly after participation in the program.

8. Please identify areas that we can assist you in the future.

As we look to become more sustainable, we are looking for assistance in identifying long-term relationships with partner employers and communities for intern placements. Assistance with recruitment and program evaluation is needed, as appropriate. We highly value our relationship with the Denali Commission and are working hard to sustain future funding so that the internship will flourish for many decades to come.



First Alaskans Institute

2010 Summer Intern Placements

Last Name	First Name	Region	School	Class Standing	Major	Intern Placement	Location
Alvarez	Michon	Altna	UAA	Junior	Social Work	Covenant House Alaska	Anchorage
Anderstrom	Gloria	Sealaska	UAS	Senior	Anthropology	Goldbelt Heritage Center	Juneau
Boerger	Jared	Calista	UAF	Sophomore	Petroleum Engineering	Calista Corporation	Anchorage
Bolles	Kaitlin	Sealaska	Eastern Washington University	Junior	Athletic Training	Adient Health	Fairbanks
Brown	Samantha	Bering Straits	UAA	Junior	Nursing	Southcentral Foundation	Anchorage
Bugni	Mike	Sealaska	UAA - Kenai Campus	Junior	Process Technologies	Hawk Consultants	Fairbanks/TAPS
Carpluk	Nelson	Calista	UAF	Graduate	Business Admin/Capital Markets	Alaska Pipeline Co	Anchorage
Corpuz	Tara	Venetie Tribal C.	UAA	Senior	English	First Alaskans Institute/Alaska Native Policy Center	Anchorage
Cox	Ryan	Calista	Liberty University	Junior	Kinesiology	Southcentral Foundation	Anchorage
Cozzetti	Marie	Calista	UAA	Sophomore	Biology and Chemistry	Rural CAP	Anchorage
Eby	Timothy	Sealaska	UAA	Sophomore	Mechanical Engineering	Alaska Native Science and Engineering Program	Anchorage
Feller	Erin	CIRI	Washington State University	Junior	Pre-Dental	Southcentral Foundation	Anchorage
Jacobs	Torin	Doyon	Institute of Audio Research	Junior	Music Production/Sound Engineering	Native Student Services	Anchorage
Kazimirowicz	Matilda	Bristol Bay	UAA	Junior	Elementary Education	Alaska State Library	Anchorage
Mahle	Joyce	Altna	Charter College	Junior	Computer Science	Aleut Enterprises	Anchorage
Medford	Marissa	Sealaska	University of Idaho	Junior	Business Management	Ketchikan Indian Community	Ketchikan
Nay	Pauline	NANA	UAF	Senior	Biochemistry / Inupiaq	Native Village of Kotzebue	Kotzebue
Riley Sr	Brian	Calista	UAA	Senior	Business Management	Pebble Partnership	Anchorage
Rogers	Crystal	Sealaska	UAS	Junior	Liberal Arts - Independent Design	Huna Totem Corporation	Juneau
Willoya	Theodore	CIRI	UAA	Junior	Electrical Engineering	Yukon River Drainage Fisheries Association	Anchorage
Wilson	Rosanne	Aleut	UAA	Graduate	Business Administration	Key Bank	Anchorage
Wolfe	Ralph	Sealaska	UAS	Senior	History	Sealaska Heritage Institute	Juneau
Yasana	Isabel	Klamath Tribes	Southern Oregon	Senior	Business Admin/Health&Phys Ed	First Alaskans Institute/Alaska Native Policy Center	Anchorage



Funding Provided By:

First Alaskans Institute

**BP ENERGY CENTER
AUGUST 9, 2010
8:00 a.m. – 5:00 p.m.**

Agenda

8:00	Light Breakfast	
8:15	Sharing About Internship Experiences	All
10:00	Break	
10:15	Team Building Activity	Amber
12:00	Lunch (BP Energy Center)	
1:15	Work Place Etiquette	Vara Allen-Jones
2:45	Break	
3:00	Native Values and Business & String Games	Matthew Nicolai
4:30	Closing Comments/Evaluations	
5:00	Adjourn	

First Alaskans Institute

ALEUT PRIBILOF ISLAND ASSOCIATION

AUGUST 10, 2010

8:00 a.m. – 5:00 p.m.

Agenda

8:00	Light Breakfast	
8:15	The Role of Non-Profits, Boards, and Commissions in Alaska	Dennis McMillian
10:00	Break	
10:15	The Art of Facilitation	Memry Dahl
12:00	Lunch (catered at APIA)	
1:15	NELF Forum	NELF Group
2:30	Break	
2:45	NELF Forum cont.	
4:30	Closing Comments/Evaluations	
5:00	Adjourn	

First Alaskans Institute

BP ENERGY CENTER and ANSEP

AUGUST 11, 2010

8:00 a.m. – 5:00 p.m.

Agenda

8:00	Light Breakfast	
8:15	Native Leadership and Boards	Sheri Buretta
10:00	Break	
10:15	The Way of the Human Being	Harold Napoleon
12:00	Lunch (BP Energy Center)	
1:15	Finish Intern Bios/Final Prep for End of Season Event <ul style="list-style-type: none">• Review/ Complete profiles and yearbook• Finalize center pieces• Attendee Count	
2:00	Set-up for End of Season Event	ANSEP
3:00 – 5:30	End of Season Event	

First Alaskans Institute

BP ENERGY CENTER
AUGUST 12, 2010
8:00 a.m. – 5:00 p.m.

Agenda

8:00 a.m.	Light Breakfast	
8:15	Denali Commission	Tessa DeLong
9:00	Break	
9:15	ANCSA Overview	Janie Leask
10:00	Break	
10:15	Traditional Leadership and Leaders	Wilson Justin
12:00	Lunch (BP Energy Center)	
1:15	Voices of Tribal Women, Leadership and Dignity	Diane Benson
2:45	Break	
3:00	ANCSA Movie and Jeopardy	Amber
4:30	Evaluations/ Time cards/ Clean room	
5:00	Head to Gallos on Arctic and Dimond	
5:30 – 8:30	Group Discussions Debrief	
	<ul style="list-style-type: none">• What worked well;• What could be improved;• Discuss ways to stay connected and future opportunities;• Closing comments.	

REQUEST FOR ADVANCE OR REIMBURSEMENT <i>(See instructions on back)</i>		OMB APPROVAL NO. <div style="text-align: center;">0348-0004</div>		PAGE _____ OF _____ PAGES	
		1. TYPE OF PAYMENT REQUESTED	a. "X" one or both boxes <input type="checkbox"/> ADVANCE <input checked="" type="checkbox"/> REIMBURSE- MENT		2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
			b. "X" the applicable box <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL		
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED <div style="text-align: center;">Denali Commission</div>		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY <div style="text-align: center;">1252-A</div>		5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST <div style="text-align: center;">2</div>	
6. EMPLOYER IDENTIFICATION NUMBER <div style="text-align: center;">92-0174854</div>	7. RECIPIENT'S ACCOUNT NUMBER OR IDENTIFYING NUMBER		8. PERIOD COVERED BY THIS REQUEST		
		FROM (month, day, year) <div style="text-align: center;">7/1/2010</div>		TO (month, day, year) <div style="text-align: center;">12/31/2010</div>	
9. RECIPIENT ORGANIZATION Name: First Alaskans Institute Number and Street: 606 E. Street, Suite 200 City, State and ZIP Code: Anchorage, AK 99501		10. PAYEE (Where check is to be sent if different than item 9) Name: Number and Street: City, State and ZIP Code:			
11. COMPUTATION OF AMOUNT OF REIMBURSEMENTS/ADVANCES REQUESTED					
PROGRAMS/FUNCTIONS/ACTIVITIES ►		(a)	(b)	(c)	TOTAL
a. Total program outlays to date <i>(As of date)</i>		\$ 113,691.93	\$	\$	\$ 113,691.93
b. Less: Cumulative program income					0.00
c. Net program outlays (Line a minus line b)		113,691.93	0.00	0.00	113,691.93
d. Estimated net cash outlays for advance period					0.00
e. Total (Sum of lines c & d)		113,691.93	0.00	0.00	113,691.93
f. Non-Federal share of amount on line e					0.00
g. Federal share of amount on line e		113,691.93			113,691.93
h. Federal payments previously requested		4,134.00			4,134.00
i. Federal share now requested (Line g minus line h)		109,557.93	0.00	0.00	109,557.93
j. Advances required by month, when requested by Federal grantor agency for use in making prescheduled advances	1st month				0.00
	2nd month				0.00
	3rd month				0.00
12. ALTERNATE COMPUTATION FOR ADVANCES ONLY					
a. Estimated Federal cash outlays that will be made during period covered by the advance					\$
b. Less: Estimated balance of Federal cash on hand as of beginning of advance period					
c. Amount requested (Line a minus line b)					\$ 0.00

CERTIFICATION

I certify that to the best of my knowledge and belief the data on the reverse are correct and that all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

SIGNATURE OR AUTHORIZED CERTIFYING OFFICIAL

DATE REQUEST
SUBMITTED

November 9, 2010

TYPED OR PRINTED NAME AND TITLE

TELEPHONE (AREA
CODE, NUMBER,
EXTENSION)

907-677-1704

This space for agency use

Public reporting burden for this collection of information is estimated to average 60 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0004), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

INSTRUCTIONS

Please type or print legibly. Items 1, 3, 5, 9, 10, 11e, 11f, 11g, 11i, 12 and 13 are self-explanatory; specific instructions for other items are as follows:

Item	Entry
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- 2 Indicate whether request is prepared on cash or accrued expenditure basis. All requests for advances shall be prepared on a cash basis.
- 4 Enter the Federal grant number, or other identifying number assigned by the Federal sponsoring agency. If the advance or reimbursement is for more than one grant or other agreement, insert N/A; then, show the aggregate amounts. On a separate sheet, list each grant or agreement number and the Federal share of outlays made against the grant or agreement.
- 6 Enter the employer identification number assigned by the U.S. Internal Revenue Service, or the FICE (institution) code if requested by the Federal agency.
- 7 This space is reserved for an account number or other identifying number that may be assigned by the recipient.
- 8 Enter the month, day, and year for the beginning and ending of the period covered in this request. If the request is for an advance or for both an advance and reimbursement, show the period that the advance will cover. If the request is for reimbursement, show the period for which the reimbursement is requested.

Note: The Federal sponsoring agencies have the option of requiring recipients to complete items 11 or 12, but not both. Item 12 should be used when only a minimum amount of information is needed to make an advance and outlay information contained in item 11 can be obtained in a timely manner from other reports.

- 11 The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or

Item	Entry
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- activity. If additional columns are needed, use as many additional forms as needed and indicate page number in space provided in upper right; however, the summary totals of all programs, functions, or activities should be shown in the "total" column on the first page.
- 11a Enter in "as of date," the month, day, and year of the ending of the accounting period to which this amount applies. Enter program outlays to date (net of refunds, rebates, and discounts), in the appropriate columns. For requests prepared on a cash basis, outlays are the sum of actual cash disbursements for goods and services, the amount of indirect expenses charged, the value of in-kind contributions applied, and the amount of cash advances and payments made to subcontractors and subrecipients. For requests prepared on an accrued expenditure basis, outlays are the sum of the actual cash disbursements, the amount of indirect expenses incurred, and the net increase (or decrease) in the amounts owed by the recipient for goods and other property received and for services performed by employees, contracts, subgrantees and other payees.
- 11b Enter the cumulative cash income received to date, if requests are prepared on a cash basis. For requests prepared on an accrued expenditure basis, enter the cumulative income earned to date. Under either basis, enter only the amount applicable to program income that was required to be used for the project or program by the terms of the grant or other agreement.
- 11d Only when making requests for advance payments, enter the total estimated amount of cash outlays that will be made during the period covered by the advance.
- 13 Complete the certification before submitting this request.

Profit & Loss

July through December 2010

	Jul - Dec 10	Jan - Dec 10
Ordinary Income/Expense		
Income		
4000 · Public Support and Contribution		
4010 · Grant Revenue		
4011 · Federal	0.00	19,499.59
Total 4010 · Grant Revenue	0.00	19,499.59
Total 4000 · Public Support and Contribution	0.00	19,499.59
Total Income	0.00	19,499.59
Expense		
5000 · Personnel		
5010 · Salaries and Wages		
5100 · Payroll Taxes	97,026.75	113,114.25
5105 · FICA	6,015.67	7,013.10
5110 · Medicare	1,406.88	1,640.15
5115 · Alaska ESC	0.00	0.00
Total 5100 · Payroll Taxes	7,422.55	8,653.25
Total 5000 · Personnel	104,449.30	121,767.50
6000 · Professional and Contractual		
6030 · Other Professional	0.00	0.00
Total 6000 · Professional and Contractual	0.00	0.00
6100 · Postage and Printing		
6105 · Postage	-55.77	0.00
Total 6100 · Postage and Printing	-55.77	0.00
6500 · Travel and Training		
6505 · Travel and Per Diem	-1,135.54	0.00
6510 · Meals	0.00	0.00
Total 6500 · Travel and Training	-1,135.54	0.00
6600 · Supplies and Equipment		
6605 · Supplies	-61.53	0.00
Total 6600 · Supplies and Equipment	-61.53	0.00
Total Expense	103,196.46	121,767.50
Net Ordinary Income	-103,196.46	-102,267.91
Other Income/Expense		
Other Expense		
7105 · Indirect Expenses	6,361.47	7,290.02
Total Other Expense	6,361.47	7,290.02
Net Other Income	-6,361.47	-7,290.02
Net Income	-109,557.93	-109,557.93

+ 4,134

113,691.93 Expenses to date under grant 1252-A

1st Qtr Grant 01060-00
981.83
2nd Qtr Grant 01060-00
14,383.76
2nd Qtr Grant 1252-A
4,134
19,499.59